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NOTICE
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EMPLOYEE SERVICES

INSURANCE AVAILABLE TO AGENCY EMPLOYEES

1. GENERAL

- a. Pending publication of a Regulation on Employee Services, this Notice announces two new insurance plans and summarizes the coverage and eligibility requirements of the life and health insurance plans currently available to personnel through facilities in the Agency. In certain instances, security considerations have precluded an individual's application for coverage, or the approval thereof, under the old plans described.
- b. It is the purpose of this Notice to describe the available life and health insurance plans to employees so that they will have adequate information on which to base their decisions concerning this important aspect of their welfare. In this connection, the Agency has developed these insurance programs in order to provide employees with better benefits and to avoid the following problems:
 - (1) Commercial insurance companies have become somewhat cautious about selling insurance to Agency employees because of the possibility of hazardous duty. As a result, some companies will insure Agency employees only for limited amounts and usually under conditions which preclude the payment of benefits as the result of hazards sometimes found in overseas areas.
 - (2) Because of security considerations, it is sometimes difficult to release sufficient information to insurance companies so that under their policies they can appropriately pay claims.
- c. These insurance plans are sponsored by the Government Employees Health Association, Inc., (GEHA), which is a non-profit organization made up entirely of Agency personnel. Administration of this program is effected by the Insurance and Claims Branch, Employee Services Division, Office of Personnel. With regard to this insurance, employees will direct any inquiries concerned with life and health insurance to the Insurance and Claims Branch. Inquiries must not be directed to the companies underwriting insurance plans previously or currently sponsored by GEHA.
- d. Attached is a brochure entitled "Life Insurance and Health Insurance" prepared by GEHA, which explains in considerable detail the premiums and benefits of the new insurance programs now being offered to employees. The attention of all employees is specifically invited to the announcement that the initial Application Period for these new insurance plans will take place during the period 1 August 1954 to 31 October 1954.

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e. Applications for these insurance plans may be obtained from the Insurance and Claims Branch, Curie Hall, extensions 4351 and 4352.

2. LIFE INSURANCE

Two life insurance plans are available for Agency employees, as indicated below. For several years eligible Agency employees have been able to purchase the War Agencies Employees Protective Association (WAEPA) life insurance through GEHA. At this time, GEHA announces that it is offering a new life insurance policy which can be purchased by all Agency personnel in varying amounts of face value at very low premium rates. See Attachment 1 for a comparison of these life insurance plans.

a. New United Benefit Life Insurance

This new term life insurance, as described in the attached brochure, may be purchased by members of GEHA who are Staff Employees, Staff Agents, or Contract Employees, or who are civilian or military personnel detailed to the Agency (in the case of Contract Employees, evidence of insurability by medical examination is a requirement in addition to approval of the application by the station or mission chief and evidence of an appropriate contract on file at headquarters). The relationship and procedures between GEHA and the underwriting company for this policy are such that when necessary for security reasons, the names of employees or their beneficiaries will not be given to the insurance company. Furthermore, it will be possible to handle benefit payments, when necessary, through channels which will not reveal the beneficiaries' association with the Agency.

b. WAEPA Life Insurance

Subject to security considerations, WAEPA term life insurance and accidental death coverage is currently available to civilian Staff Employees of the Agency through GEHA. The eligibility of Staff Agents, Career Agents and Contract Employees must be determined on an individual case basis. Military personnel are not eligible. All applicants must be citizens of the United States or have taken out first papers toward citizenship. The coverage provided and related premiums, based on the employee's salary, are described in WAEPA brochures available from the Insurance and Claims Branch. It is anticipated that this policy will continue to be available to eligible employees.

3. HEALTH INSURANCE

The Agency has been sponsoring two insurance programs for hospitalization and surgical coverage through the management of GEHA and the Insurance and Claims

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Branch, Employee Services Division, Office of Personnel. One has been a policy underwritten by the Mutual Benefit Health and Accident Association of Omaha, Nebraska. This insurance coverage is now replaced by a new plan, underwritten by the same company. The new policy is a substantial improvement over the old one and in its premium range represents one of the finest "health" insurance "packages" available to any group of people in the country. The second insurance plan which has been available is Group Hospitalization Incorporated (GHI) with its supplemental surgical service coverage. Attachment 2 compares the benefits and premiums of the new Mutual of Omaha plan and GHI.

a. New Mutual of Omaha Health Insurance Plan

In offering the new policy the insurance company has required that the old master policy contract be terminated at the earliest practicable date. In this connection current subscribers to the old Mutual of Omaha policy should convert to the new plan during the initial Application Period for new Mutual of Omaha Health Insurance which will take place during the period 1 August to 31 October 1954. However, employees who are overseas will be able to continue their old Mutual of Omaha plan until it is administratively feasible for them to convert. The new insurance plan, as described in the attached brochure, may be purchased by members of GEHA who are Staff Employees, Staff Agents, or Contract Employees or who are civilian or military personnel detailed to the Agency (in the case of Contract Employees, evidence of insurability by medical examination is a requirement in addition to approval of the application by the station or mission chief and evidence of an appropriate contract on file at headquarters). As in the case of the new life insurance, the procedures between GEHA and the underwriting company have been developed specifically with a view to security considerations. Suitable credentials will be given to all subscribers as a guarantee for immediate admittance to any hospital. Claim payments up to the full limit of the subscriber's contract are guaranteed to the hospital. This eliminates the possibility of rejection of any claim. A subscriber may authorize the Insurance and Claims Branch to pay the hospital directly.

b. GHI

Subject to security considerations, GHI insurance with its surgical service coverage is currently available to Staff Employees including military personnel detailed to the Agency who hold positions comparable to Staff Employees. The eligibility of Staff Agents must be determined on an individual basis. Other personnel may not apply for this insurance. Such personnel currently covered by this plan are not affected by this limitation. This insurance program provides "service" type coverage (certain costs are handled directly between the hospital and/or doctor and GHI). This "service" feature is not available when the individual

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and his family are overseas, in which case GHI reimburses the certificate holder, at substantially lower benefits rates through the Insurance and Claims Office. In general, this program cannot be handled in as secure manner as the new Mutual of Omaha health insurance plan. It is anticipated that the GHI plan will continue to be available to employees.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

L. K. WHITE
Deputy Director
(Administration)

Attachments

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ORIGINAL DOCUMENT MISSING PAGE(S):

Attachment